

**ADMINISTRATIVE - INTERNAL USE ONLY**

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5 MAY 1972

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Briefing Information on Executive Development  
for the Director's Annual Conference

1. In accordance with your request, I have prepared a summary of the salient points covered in the earlier submission of an executive development proposal. I also included in the Briefing Sheet some comments relative to the importance of quality leadership in appreciation of the fact that leadership is listed as a topic of discussion in the Conference Agenda.

2. As noted in the Agency's Executive Development Plan, primary reliance should be placed on the Personnel Movement and Management Process (PMMP) as modified to simplify its provisions and to sharpen the focus on emerging problems in the career services (attached). Because of the significance attaching to this material, I think it would be appropriate to acquaint the Deputy Directors with the essential changes that have been made in the PMMP Program since their original endorsement.

/s/ Harry B. Fisher

Harry B. Fisher  
Director of Personnel

Atts

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Director of Personnel  
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Executive Director-  
Comptroller 7E12 HQ

You will note that we have reduced the original Executive Development study to a briefing paper for your use to stimulate discussion at the conference.

Since we have not had an opportunity to brief you on PMMP, I have also included a paper which briefly describes the Program and identifies certain modifications incorporated. Although latter paper prepared for your approval, you may well want to defer such action until we have opportunity to brief you fully.

SIGNED

Harry B. Fisher  
Director of Personnel

OD/Pers/HBFisher:dpm (4 May 72)

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